

CHECK LIST FOR THE OPENING OF THE EXAMINATION PROCEDURE



The following details and documents are needed for the application of opening of the examination procedure:

- **Informal application with the following details:**

- name of the supervisor
- suggestions of experts

- **Thesis in 6 copies**

- **Thesis once electronic (PDF) on a storage medium**

- **Written declaration pursuant to appendix 6 of the Doctoral Regulations:**

"I hereby affirm that the work I have submitted was done independently and without unauthorized assistance from third parties. All parts which I took word-for-word or nearly word-for-word from any sort of publication are recognizable as such. I did not use any means or resources other than the literature I have quoted, and all of my own works which I have used (including previous publications and other theses) have been properly cited.

For the selection and the analysis of materials as well as for the preparation of the manuscript I received support from the following people:

1. ...
2. ...
3. ...

Other people were not involved in the intellectual preparation and production of the work at hand. Specifically, I did not receive help from a doctoral supervisor. No one has received any direct (monetary) or indirect compensation for their assistance in connection with this doctoral dissertation.

This work was not submitted in this or any similar form to a doctoral examination committee in or outside of Germany."

- **Written declaration pursuant to appendix 7 of the Doctoral Regulations:**

"I hereby affirm that I have not submitted any edition of this dissertation in its current or a similar form to another academic institution in order to acquire a doctoral title, and

- ☐ that the dissertation or parts of the dissertation have not been used for any other examination procedures.
- ☐ that the dissertation, specifically the subsequent parts of it, were specifically for these doctoral procedures."

(check if applicable)

- **Updated curriculum vitae with description of studies and scientific activities**

- **An official criminal record certificate**

- **Copy of the decision of the acceptance as a doctoral candidate**

- **If applicable, proof of the fulfilment of any conditions of the acceptance certificate**